



May 20, 2009

Newberry County Purchasing Department
Newberry Courthouse Annex
Attn: Mrs. Crystal Waldrop
1306 College St.
Newberry, SC 29108

RE: Questions in Reference to Solicitation#: 2009-06

Dear Mrs. Waldrop,

Please see below a listing of questions in regards to the solicitation for Fleet Maintenance and Management Services.

Page 12, Section 32, License, Permits, and Certifications:

Is the contractor responsible for facility-type permits such as storm water? Currently, the County does not require these types of permits, but the County would obtain what is required, if the need arises, since the County owns the property.

Page 46, Section 3, Facilities:

Are the cost of repairs due to normal wear and tear for lifts, air compressor and other shop equipment to be included in the cost target item or are they a reimbursable expense? If there is a need to purchase replacement equipment, the County would directly make that purchase, however; if there is a need for repairs due to negligence rather than normal wear and tear on the equipment that the county owns, the contractor will be responsible for the repairs at their expense.

Does the City provide to the contractor access to high speed internet service at no cost? No, the contractor will be responsible for the internet charges.

The RFP states "The cost of special equipment shall not be included in the cost target and will be billed to the County with the monthly invoice." Please clarify special equipment? If the County is required to make purchases for special equipment that the contractor utilizes to perform the services, the County would make those purchases. The contractor will need to request such equipment in the budget process; items will only be purchased if they are budgeted or if there is an emergency.

Can the County provide an electronic version of a list of shop and office equipment that will be available for use? Yes, although it changes weekly based on the amount of inventory used.

Does the County provide a service vehicles(s) for the Contractor to use? Yes, we currently have two service vehicles.

Page 47, Section 5.1.1, Administrative Cars, Pickups, Vans, and ¾ ton:

Please clarify the mileage intervals for these PMs? The PM will be followed as stated in Section 5.1.2 and it is every 5,000 miles or at a minimum every 6 months. All vehicles will follow the same PM schedule; however, the Sheriff's office is somewhat different, based on the typical use in specific vehicles. See below.

Page 50, Section 5.1.2, Sheriff Vehicles, Ambulances and other Emergency Vehicles:

The RFP states the following:

EXCEPTION TO THE PM SCHEDULE

Note: The Sheriff's Office PM Schedule will be slightly different than the rest of the County fleet. Vehicles are broken down into three tiers of service; A, B and C. "A" Vehicles are administrative and "B" and "C" vehicles are for investigators and patrol deputies. Appendix B will describe in detail which category of PM each vehicle will require. Same schedule will apply as stated in Section 5, Preventive Maintenance.

"A"- PM every 5,000 miles

"B"- PM every 4,000 miles

"C"- PM every 3,000 miles

The vehicle listing for the Sheriff's office is attached in "Appendix B" of the Request for Proposal, the intervals are as follows:

"A"- PM every 5,000 miles-----these are vehicles such as the administrative employees, such as the Sheriff, Chief Deputy, Majors, etc. which are not used as frequent as the others.

"B"- PM every 4,000 miles-----these are vehicles used by investigators. These vehicles are used more frequently than "A" PM vehicles, but not as often as "C" PM vehicles.

"C"- PM every 3,000 miles-----these vehicles are used by patrol deputies and are the most frequently driven.

The letters, "A", "B", and "C" are indicated in the appendix.

Please clarify the following PM interval in the following statement as it relates to "A" - PM every 5,000 miles, "B" - PM every 4,000 miles, and "C" - PM every 3,000 miles, the intervals appear to be out of order.

Page 51, Section 6.3, Road Calls:

Is the towing of accident, confiscated, and abandoned vehicles included in the cost target, or are they a reimbursable item? If they are not a reimbursable item and because they are unpredictable in nature, please provide a three year history of tows associated with these types of towing services. The County will arrange for towing services; therefore, the contractor will not be involved in this process.

In what situation is the contractor required to provide fueling? The county provides fuel cards issued through Wright Express.

It is our assumption that fuel costs are not part of this contract. Is this a correct assumption? Fuel is not a part of the contract. The county will budget for fuel for the county fleet. The vehicles for the contractor will be budgeted through the department.

Page 52, Section 6.8, VEHICLE PREPARATION:

It is our understanding that all special equipment will be provided to the contractor at no cost including decals. Is this a correct understanding? Yes, that is a correct assumption. The county provides all lights, decals, winches, etc. for the county fleet.

Page 52, Section 6.9, Accidents:

Is towing to the facility for accidents repairs an additional reimbursement item? The contractor will not be involved in towing.

Page 53, Section 7.1, Motor Pool:

Are motor pool vehicles included in the fleet list? All vehicles are included in the vehicle listing; we don't have motor pool vehicles.

Page 53, Section 8.2, Inventory:

Who current owns the inventory? What is the current value of inventory?
Currently, the contractor owns the inventory, but if there is a new contractor, they will be responsible for purchasing the inventory at cost from the County.
The current estimate value of the inventory is \$27,000.00.
The inventory changes weekly based on use of the parts.

Please advise the value of the County-owned parts inventory that the Contractor will be required to purchase.

Page 61, Section 11.8.1, Changes in the Size or Mix of the Fleet:

Please clarify how the prorated unit cost basis is calculated for the purpose of adjusting the Approved Budget? The prorated unit cost is based on the number of items in the fleet and the monthly target cost. The pro-rated unit cost would not be a factor unless there is at least a 5% change.

Page 13, Section 4.2 Yearly Maintenance & Inspections

Is the garage properly equipped to perform these inspections? Yes

Page 62, Section 12.2, Staffing Qualifications:

A Master EVT certification is an extensive process, which requires time. Therefore, in order to determine whether it is possible to meet the one year requirement for two Master EVT certified technicians, please provide us with a list of all technicians who currently possess EVT certifications and a list of their certifications. Correction: The contractor will be required to have one (1) EVT Master ASE, not two, at the facility at all times.

Is this a current ASE Blue Seal facility? Currently, no, we are not, but we want the new contractor to maintain these certifications.

Does the reference to a diesel certified technician mean ASE certified? How many current technicians have this certification? If there are no technicians who current possess this certification what is the lead time to meet this requirement?

We currently don't have these requirements for certifications; however, we want to upgrade this facility to have these certifications, but we expect the new contractor to meet these requirements within six (6) months of the execution of the contract. The reference to the ASE certification is what we are requesting, but if there are other certifications for diesel mechanics, we will evaluate those as well.

Thank you very much for your attention on this matter.

Sincerely,

Rob Lovi
V.P. – Sales & Marketing
Vehicare, LLC

SHOP EQUIPMENT NEWBERRY 47750

1 EA	CHEVY P/U 2500 SERVICE TRUCK	
1EA	INGERSOLL RAND AIR COMPRESSOR	
1 EA	R134 A/C SERVICE CENTER	
1 EA	DIAGNOSTIC SCANNER BDM	
1EA	RADIO BASE STATION MOTOROLA	
2 EA	DESK AND CHAIR WOOD	
4 EA	FILE CABINET 2, 4, AND 5 DRAWER	
1 EA	2 POST VEHICLE LIFT FORD AND SMITH/GLOBE	
1 EA	SHOP PRESS OTC	
1 EA	TIRE CHANGER COATS	
1 EA	TIRE BALANCER COATS	
1 EA	BRAKE AND LATHE AMMCO	
1 EA	DRILL PRESS ROYAL	
1 EA	WHEEL DOLLY	
1 EA	FLOOR CRANE STANDARD	4 TON
7 EA	JACK STANDS	
1 EA	FLOOR JACK 10 TON	
1 EA	TRANSMISSION JACK 1 TON	
1 EA	FLOOR JACK 2 TON	
1 EA	CHAIN FALL 2 TON	
1 EA	R12 RECYCLER WHITE	
3 EA	DROP LIGHT STUBBY/REEL	
1 EA	BATTERY TESTER CARQUEST	
1 EA	A/C GAUGES R34 ROBIN AIR	
1 EA	OXYGEN ACETALYN TORCH VICTOR	
1 EA	MIG WELDER MILLER	
1 EA	ARC WELDER MARQUETTE	
1 EA	BATTERY CHARGER SOLAR	
1 EA	3/4 INCH DRIVE SET NAPA	
1 EA	12 TON BOTTLE JACK LINCOLN	
2 EA	WHEEL COVER HAMMER	
1 EA	BENCH GRINDER SUNEX	
1 EA	COOLANT PRESSURE TESTOR BLACKLAMP	
1 EA	ACCU CHARGER ELECTRONIC REFRIG SCALE	
1 EA	BELAIRE AIR COMPRESSOR	80363
1 EA	FILTER CRUSHER TC-16	
1 EA	BRIGGS AND STRATON POWER WASHER	
1 EA	22 TON HYDROLIC AXYLE JACK	
1 EA	1500 LB SCREW JACK	
2 EA	TURNER OIL TANKS	These belong to the vendor in tow
1 EA	SHOP VAC	
1 EA	ENGINE STAND	
1 EA	1 TON FLOOR JACK	
2 EA	TIRE REPAIR KIT	
1 EA	2 TON HYDROLIC JACK	
1 EA	FORD PICKUP TRUCK MAINT	
2 EA	VICE COLUMBIAN	
2 EA	FLAMMABLE LOCKERS	
4 EA	TIRE RACK	
1 EA	BATTERY RACK	

TRANSMISSION VERIFICATION REPORT

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FROM: Crystal

DATE: 5-21-09

NUMBER OF PAGES: 6 (Including cover)

COMMENTS:

* I can't email this - I have a virus. If you need anything else, we will discuss Tuesday. I apologize for the inconvenience.